



# Your Guide to the Dakota Wellness Program



NORTH DAKOTA  
PUBLIC EMPLOYEES  
RETIREMENT SYSTEM

**SANFORD**  
HEALTH PLAN

You and your covered spouse are eligible to participate in the Dakota Wellness Program. Each of you can earn a \$250 wellness benefit (\$500 per household).

## Step 1: Let's Get Started

Log on to your account at [sanfordhealthplan.com/memberlogin](http://sanfordhealthplan.com/memberlogin). Use your current username and password. (A "Forgot Username and Password" option is available, if necessary.) If you do not have an account, have your medical ID card available and click Create an Account.

Select Wellness Portal under the NDPERS Dakota Wellness tab. The first time you access the new wellness portal, you need to agree to the Terms and Conditions.

You will be asked to set up a profile. If you plan to participate in group activities, such as challenges, keep in mind there is a leaderboard. If you do not want your real name to appear on the leaderboard, be sure to use a nickname in your profile. You can go back and change your profile name at any time.

## Step 2: Take Your Health Assessment

Your health assessment is called a LifeScore Assessment. Complete this important step and receive 500 points toward your wellness benefit. You will also receive 5,000 bonus points for completing this step! You will see your bonus points in the Redemption Center.

If you plan to participate in fitness center reimbursements, you must complete this step before receiving any payments.

## Step 3: Take A Tour

The screenshot shows the Novu wellness portal interface. At the top, there are links for "Features" and "Message Center". Below the navigation bar, there are several sections: "Today's To-Do List" for Friday, March 4th, 2016, which includes tasks like "Welcome", "Nutrition", "Stress", "Challenges", "Explore additional recommended programs", and "LifeScore". A "Community" section below it promotes a support system for better health. On the right, there is a "Superfood" section with a "Join Now" button and an image of blueberries. Callouts point to the "Home Button" (a house icon), the "To-Do List" (a list icon), the "Community" section, and the "Message Center" (an envelope icon with a red notification bubble).

Home Button

To-Do List  
Check your to-do list for reminders on important tasks.

Community  
See highlights from your buddies, groups and events.

Features

Message Center



# Features

Many features are available to support you on your individual wellness journey. Take a look at the options found in the top menu.



## Programs

Programs are educational step-by-step plans that guide you toward new and improved healthy habits. Sign up for programs like Sleep Health, Stress and Nutrition.



## Challenges

You will be invited to a variety of challenges in the Message Center. Challenges are opportunities to track specific daily activity while competing with others. You will receive points each day you log into the portal and track activity. Please note, you will not earn points for backdated activity, so it's important to visit the portal each day.



## Points

Review the running total of the points you've earned through the wellness portal. See Step 5 for instructions on redeeming points.



## Essential Care

Keep track of your scheduled preventive health and dental appointments. Participate in special programs like Tobacco Cessation\*, Healthy Pregnancy, or About the Patient Diabetes Management Program. You can earn the most points by participating in Essential Care activities.



## Community

Interact with others, engage in friendly competition, or support co-workers. Your account will be automatically set to private. To get the most out of this feature, get involved in the community. Like other social media, you must allow others to find you by changing your privacy settings.



## How to change your privacy settings:

1. Click your name in upper right corner.
2. Click gear symbol below profile photo.
3. Click Privacy tab.
4. Select preferred option. Click Save.

*\*The North Dakota Public Employees Retirement System received a grant to help eligible covered employees, and their dependents who are 18 and older, quit smoking or chewing tobacco. Eligible employees include current employees of the state of North Dakota, the North Dakota University system, district health units and the Garrison Diversion Conservation District. The grant pays for up to \$700 every six months for approved tobacco cessation counseling, medications, health care provider visits and co-pays. This program is administered by Sanford Health Plan.*

# Step 4: Earn Points

## At Work

- Participate in workplace events led by Sanford Health Plan's Wellness Educators or your site's Wellness Coordinator
- Topics include stress management, mindful eating and preventive health



## At Your Health Care Provider

- Schedule your preventive health and dental appointments
- Participate in special programs including:
  - Tobacco Cessation
  - Healthy Pregnancy
  - About the Patient Diabetes Management Program



## Online and On the Move

- Get rewarded for your daily health habits
- Sync your personal fitness device such as Fitbit® or Jawbone®



# Step 5: Redeem Points

Redeem points by simply selecting the Redemption Center under the NDPERS Dakota Wellness tab in your *mySanfordHealthPlan* member account. It may take up to three business days for earned points to appear in the Redemption Center, so you will not be able to redeem points immediately. You can redeem a maximum of 25,000 points (or \$250) each year.

## Remember:

You can combine your fitness center reimbursement dollars with onsite wellness and online portal points to earn your \$250 wellness incentive. Whether you're at work, the gym, your health care provider, online, or on the move, the Dakota Wellness Program will work for you.

For questions about the Dakota Wellness Program, contact  
**(844) 742-0014** or **NDPERSwellness@sanfordhealthplan.com**